

HUMAN RESOURCES OFFICE - CALIFORNIA NATIONAL GUARD TECHNICIAN VACANCY ANNOUNCEMENT

VACANCY ANNOUNCEMENT #

10-281

OPEN PERIOD:

11/17/2010 – 12/15/2010

JOB TITLE:

Aircraft Flight Instructor

PAY GRADE AND SERIES:

GS-2181-13

PAY RANGE:

\$87,586 - \$113,860

POSITION LOCATION:

Sacramento, CA.

UNIT:

JFHQ - SAO

PDCN #: 09479000
Security Clearance Required:

Secret

APPOINTMENT TYPE: PERMANENT - DUAL STATUS
AREA OF CONSIDERATION: ALL SOURCES

Military grade of WO3 through WO4 or O-3 through O-4.

Compatible Military Grade Assignment: CMF 15.
Key Requirements:

- Completion of a DA Instructor Pilot (IP) Course in the mission, type and design aircraft which IP duties are to be performed is preferred.
- Currently qualified as one of the following: Instructor Flight Examiner, ATK, Instructor Pilot, Cargo/Observation Instructor Pilot, or Utility Instructor Pilot is preferred.

THIS IS A PERMANENT POSITION

This position is located in the office of the Director of Army Aviation which supports numerous aviation facilities. Its purpose is to serve as the state's primary staff officer for all aspects of aviation safety and aviation related ground safety matters, as well as the liaison officer between the state and NGB, the Active Army, the Safety Center, the civilian community, and other states.

Recruitment/Relocation Incentive/Advance in Hiring Rate Based on Superior Qualification IS NOT authorized.

PAYMENT OF PERMANENT CHANGE OF STATION (PCS): Payment of Permanent Change of Station (PCS) IS NOT authorized, based on a determination that PCS move is not in the Government interest

Position Requires Travel: Some, 1 to 5 days per month.

QUALIFICATIONS and EVALUATION:

General: The applicant must be a rated pilot on flying status; be proficient in the unit-assigned aircraft (or similar type aircraft), possess the flying time established by gaining command criteria, and the certificates and ratings required for the position.

Aircraft Flight Instructor GS-2181-13:

Must have:

- 1,000 hours of total flight time as a Pilot or IP with at least 300 hours of total flight time as a Pilot in Command.

AND

- Experience which demonstrates the ability to plan and maintain a continuing statewide program of accident prevention; experience which demonstrates the ability to monitor and advise on all aspects of aviation an aviation related ground safety at aviation facilities and State Aviation Units; experience which demonstrates the ability to coordinate state, facility, and unit safety meetings, conferences and lectures to ensure effective implementation and compliance with safety directives and guidance issued by DOD, DA, NGB, and the Safety Center; experience which demonstrates the ability to plan and conduct periodic and unscheduled surveys of

aviation units and facilities to ensure compliance with OSHA standards and aviation safety requirements; experience which demonstrates the ability to evaluate unit and Facility aviation and related ground safety programs to ensure correct operating procedures and regulatory guidance are compiled with; experience which demonstrates the ability to evaluate the effectiveness of unit/facility safety programs through visits and discussions with safety personnel; experience which demonstrates the ability to review and investigate all alleged safety violations, operational hazard reports and safety violations, operational hazard reports and safety related suggestions; experience which demonstrates the ability to serve as a member of Safety related aviation boards, including but not limited to, FEB and aviation standardization committees.

Candidates **must** provide official orders, forms (i.e., DA Form 759E) logbooks or other histories to verify their status as rated military pilots, flight instructors or flight examiners, as appropriate. Flying hours per aircraft must be provided by category, e.g. primary, secondary instructor, etc. **DO NOT SUBMIT OPTIONAL FORM 1170.**

KNOWLEDGE, SKILLS, AND ABILITIES: The following knowledge's, skills, and abilities will be used by the selecting officials to determine the best qualified applicants from which selection will be made:

1. Knowledge of the Aviation Safety Program.
2. Ability to advise commanders and staff officers on safety problems and status of Safety programs.
3. Ability to gather information, interpret rules, policies and regulations and communicate information understandably to individuals and/or groups informally and in classroom situations.
4. Knowledge of aviation and safety laws, and inspection and survey techniques sufficient to identify hazardous work practices and to recommend corrective measures.
5. Ability to evaluate Safety programs for effectiveness.
6. Ability to serve on various Aviation, Safety and Policy Boards.
7. Ability to evaluate IPs and pilots in their proficiency to engage in flight instruction, proficiency and tactical qualification and/or upgrade.

CONDITIONS OF EMPLOYMENT:

- Must qualify for appropriate level of security clearance required for the position.
- Must maintain a compatible military unit, grade, and job assignment within the CA Army National Guard and wear appropriate military uniform and comply with required grooming standards.

HOW TO APPLY:

1. Submit an Optional Form (OF) 612, Optional Application for Federal Employment **OR** a current résumé*.
2. Submit any required documents (see Required Documents below).
3. Submit application package and title file "Résumé" or "Application" with your first and last name to the California National Guard – HRO Office via email at: NGCAHRJOBSTECH@NG.ARMY.MIL
4. Please ensure that the Vacancy Announcement number and position title is indicated in the "subject" line of email.
5. When emailing documents, please submit them in one PDF file or Word file if possible.
6. When emailing documents **PLEASE TRY TO LIMIT THE DOCUMENT TO 5 PAGES OR LESS**. Large files or documents will be rejected by the email server and will not be viewable for rating of qualifications by this office.

CONTACT THE HRO STAFFING TEAM AT (916) 854-3350 IF YOU DO NOT RECEIVE CONFIRMATION OF RECEIPT EMAIL WITHIN 2 BUSINESS DAYS

****FOR HELP WITH WRITING A RESUME, PLEASE FOLLOW THIS LINK****

REQUIRED DOCUMENTS (Application Packet):

- OF 612, Optional Application for Federal Employment **OR** current résumé* (**mandatory**)
- **Air Force:** Copy of Records Review Report on Individual Person (RIP) within last 30 days;
****For applicants submitting a RIP - Please only include the pages that specify your current Rank/AFSC****
- **Army:** Copy of Personnel Qualification Record within last 30 days
- Miscellaneous Items (i.e., Flight Records, Bar Certification)

OPTIONAL DOCUMENT (Application Packet):

- SF 181, Ethnicity and Race Identification Form

THE FOLLOWING DOCUMENTS ARE NOT ACCEPTABLE AS ATTACHMENTS TO APPLICATIONS:

PHOTOGRAPHS, COPIES OF POSITION DESCRIPTIONS, TRAINING CERTIFICATES, PERFORMANCE RATINGS (CIVILIAN OR MILITARY), AWARD CERTIFICATES OR LETTERS OF APPRECIATION.

*CREDITING EXPERIENCE: NATIONAL GUARD SERVICE MAY BE CREDITED AS FULL-TIME EXPERIENCE WHEN EVALUATED AGAINST THE QUALIFICATION REQUIREMENTS FOR A MILITARY TECHNICIAN POSITION. EXPERIENCE MUST BE DIRECTLY RELATED TO THE POSITION AND MUST BE DESCRIBED IN THE WORK EXPERIENCE SECTION OF THE APPLICATION AND/OR RÉSUMÉ. THE LEVEL OF EXPERIENCE IS DETERMINED BY THE ACTUAL DUTIES AND RESPONSIBILITIES PERFORMED. BE DESCRIPTIVE, A SIMPLE LIST OF JOB TITLES AND DATES WILL NOT SUFFICE.

APPLICATION FORMS ARE AVAILABLE AT THE HUMAN RESOURCES OFFICE WEBSITE

www.calguard.ca.gov/cahr and at www.opm.gov/forms/ .

APPLICATIONS ARE ACCEPTED VIA EMAIL ONLY TO: NGCAHRJOBSTECH@NG.ARMY.MIL

The Human Resources Office will not accept applications via fax or mail without prior consideration from HRO Staffing. Résumés and Applications (OF 612) must include a valid return email address.

Upon receipt, the Human Resource Office will review your application packet to determine if it meets the minimum Qualifications Requirements and the Area of Consideration. The rating you receive is based on your application and supporting documents you provide. Please follow all instructions carefully. **Applications and/or résumés without a current return email will not be considered.** Errors or insufficient information may affect your rating. See the HRO website for additional tips on how to apply and résumé requirements.

ALL APPLICATIONS MUST BE RECEIVED IN THE HUMAN RESOURCES OFFICE (HRO) BY Midnight (Pacific Time) BY THE CLOSING DATE INDICATED ABOVE.

VETERANS PREFERENCE DOES NOT APPLY.

All California National Guard Technician Vacancy Announcements can be found on our job website. Questions about announcements or how to apply may be directed to HRO Staffing at (916) 854-3350 or via email to NGCAHRJOBSTECH@NG.ARMY.MIL

THE CALIFORNIA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER